

K3 and K4 Visa Instructions

Thank you for your interest in the K3 and K4 visa. Please follow the instructions found below to ensure the prompt processing of your case. **Each applicant must appear in person on the day of the interview.**

Part One: VERY IMPORTANT!

For an alien to qualify for K3 or K4 visa issuance, the consular officer must receive notification from the National Visa Center. Consular officers are not authorized to accept any secondary evidence of the I-130 petition filing that the applicant may have in his or her possession.

Part Two:

Documents Required for the K3 and K4 Visa:

FIRST: Fill out the following forms:

- [DS-156](#) **Two (2)** signed and completed copies of the DS-156 form must be submitted for each applicant, including minor children. This form must be completed electronically (no handwritten copies will be accepted) from the website <http://evisaforms.state.gov> and printed out. The DS-156 is also available from the U.S. Department of State Travel website (http://travel.state.gov/visa/frvi/forms/forms_1342.html). The form must be filled out completely prior to the applicant's personal interview. Each answer field must contain a response, even if the response is "Not Applicable."
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- "A non-refundable \$240.00 application fee (in cash or the equivalent in local currency) for each applicant is collected."
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- All questions must be answered. If your children apply with you, two copies of Form DS-156 for each child must be completed in full, including photograph.

SECOND: Obtain the following documents on this checklist, which pertain to you. Do NOT send them to this office.

- **Passport:** The applicant's passport, issued by the "Bolivarian Republic of Venezuela," must be valid for at least 60 days beyond the 6-month validity of the immigrant visa. Old blue passports issued by the "Republic of Venezuela" are no longer valid for visa issuance. Children must have their own passports. The immigrant visa is issued in the exact same name as appears in the applicant's passport. If your name changed due to marriage and you would like the visa to reflect the change, your passport must first be amended to include the new name.
- **Birth Certificate:** All applicants must have their birth certificate (original and photocopy). Venezuelan birth certificates must be on sealed paper (papel sellado) and must be legalized (Hague Convention Apostille) see the Venezuelan web site for the requirements (www.mre.gov.ve). If an official birth certificate is not obtainable, present the best possible secondary evidence, such as baptismal certificate, hospital certificate, school records, and/or a notarized affidavit from your parents.
- **Police Certificates:** Each visa applicant 16 years and older must submit a certificate from the appropriate police authorities (original and photocopy). This certificate should provide any information contained in police files concerning the applicant. All applicants must obtain a police certificate from their country of nationality, and the country of present residence if the applicant has resided there for twelve months or more. Applicants

must also obtain police certificates from all countries where he/she resided for one year or more. Venezuelan police certificates may be obtained from the Ministry of Interior and Justice. (<http://www.mpprij.gob.ve>). Police certificates are not required from the United States.

- **Court And Prison Records:** Persons convicted of a crime must obtain a certified copy of each court record and any prison record, regardless if they received an amnesty or pardon.
If you have been DEPORTED or have been granted VOLUNTARY DEPARTURE from the United States, you must bring the relevant documents issued by the Bureau of Citizenship and Immigration Services (BCIS).
- **Military Records:** A certified copy of any military record is required.
- **Photographs:** Three (3) recent photographs are required. The photographs must be, 2 by 2 inches (50x50mm) in size, with no head covering, and showing a full, front-face view against a white background. The applicant must sign their full name on the reverse side of each photograph.
- **Marriage Certificates:** If you were married previously, obtain one certified copy of your marriage certificate(s), and one certified copy of the divorce decree or death certificate to prove the dissolution of each such prior marriage.
- **Evidence Of Support:** Evidence of financial support comes from the Petitioner. Usually, the petitioner completes the **I-134** (<http://arpsdir.a.state.gov/eform/forms/pdf/i0134.pdf>) Affidavit of Support, with a job letter stating how long he/she has had his/her job and how much money he/she makes annually (W-2 forms and 1040).
- **Medical Examination:** See physicians list: .
(<http://caracas.usembassy.gov/?c=469>) forms [DS-2053](#), [DS-3026](#), [DS-3025](#), [DS-3024](#) (Bring Originals).
Arrange for a medical examination with a physician listed on the attached information sheet. You are responsible for the cost of the examination. A medical examination is also required for each child who will accompany you. Medical examination is only valid for six months.
- **Evidence Of Relationship:** You may be asked to submit proof of a valid relationship with your petitioner. It is, therefore, useful to bring with you letters, photographs, or other evidence of your relationship.
- **Translations:** All documents not in English, or in the official language of the country in which the application of a visa is being made, must be accompanied by a certified English translation.
- **Travel Authorization:** for any minor children, both parents have to be present the day of the interview. A travel authorization is required in case one of the parents is not able to appear in person the day of the interview.

ADDITIONAL INFORMATION

Family Members

The unmarried, minor children of a K-3 beneficiary derive “K-4” nonimmigrant visa status from the parent so long as the children are named in the petition. A separate petition is not required if

the children accompany or follow the alien within one year from the date of issuance of the K-3 visa. Thereafter, a separate immigrant visa petition is required.

To make an appointment send an e-mail to:

immigrantcaracas@state.gov